

Action Plan

Service Name:	Emma Gabellone Aesthetics
Service number:	01099
Service Provider:	Emma Gabellone
Address:	5 Willow Glade, Leven KY8 5PN
Date Inspection Concluded:	17 August 2022

Requirements and Recommendations	Action Planned	Timescale	Responsible person
Requirement 1: The provider must ensure that all staff working in a registered healthcare service have the appropriate pre-employment checks in place.	I have contacted PVG Scotland for Lynda. She has contacted her insurance for prescribing	1 month	emma
Recommendation a: The service should ensure that all policies are reviewed to ensure that there is sufficient detail to ensure that that staff working in the service understand what is required of them.	Policies are mostly updated and staff have read	2 week	emma

File Name: 20190121 Action Plan Template	Version: 1.0	Date: 21 January 2019
Produced by: IHC Team	Page:1 of 2	Review Date:
Circulation type (internal/external): Internal/External		

Recommendation b: The service should develop a programme of regular audits to cover key aspects of care and treatment. Audits should be documented and action plans implemented.	Audits have been done will do more in the near future with action plans	1 month	emma
Recommendation c: The service should further develop and implement its quality improvement plan to formalise and direct the way it drives and measures improvement.	In process, information has been collected and will be updated	1 month	Emma
Recommendation d: The service should formally record the minutes of meetings. These should include a documented action plan highlighting those responsible for the actions to ensure better reliability and accountability.	This will happen at next meeting.	1 month	emma

Name	<input type="text" value="Emma Gabellone"/>		
Designation	<input type="text"/>		
Signature	<input type="text" value="Emma Gabellone"/>	Date	<input type="text" value="06 / 10 /22"/>
<p>In signing this form, you are confirming that you have the authority to complete it on behalf of the service provider.</p>			